



**ఆంధ్రప్రదేశ్ రాజ పత్రము**  
**THE ANDHRA PRADESH GAZETTE**  
**PUBLISHED BY AUTHORITY**

**RULES SUPPLEMENT TO PART I EXTRAORDINARY**

**No.11**

**AMARAVATI, TUESDAY, DECEMBER 10, 2024**

**G.730**

**NOTIFICATIONS BY GOVERNMENT**

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**REVENUE DEPARTMENT**  
**(EXCISE)**

**RULES - THE ANDHRA PRADESH EXCISE (GRANT OF LICENSE OF SELLING BY SHOP (PREMIUM STORE) AND CONDITIONS OF LICENSE) RULES, 2024.**

**[G.O.Ms.No.285, Revenue (Excise), 10<sup>th</sup> December, 2024.]**

**NOTIFICATION**

In exercise of the powers conferred by Section 72 read with Sections 17, 28 and 29 of the Andhra Pradesh Excise Act, 1968 (Andhra Pradesh Act 17 of 1968) and Sections 6, 7 and 12 of the Andhra Pradesh (Regulation of Trade in Indian Made Foreign Liquor, Foreign Liquor) Act, 1993 (Andhra Pradesh Act 15 of 1993), the Governor of Andhra Pradesh hereby makes the following Rules:

**RULES**

**1. Short title, extent, commencement and application:**

- (i) These rules may be called the Andhra Pradesh Excise (Grant of License of Selling by Shop (Premium Store) and Conditions of License) Rules, 2024.
- (ii) They shall extend to all the areas where the Andhra Pradesh Excise Act, 1968 is in force.
- (iii) They shall come into force at once.
- (iv) These rules shall apply for the grant of License for selling premium IMFL and FL in retail by Shop (Premium Store), conditions governing such License and transport of IMFL and FL by such License holders.

**2. Definitions: -**

(1) In these rules unless the context otherwise requires,

- (a) "Act" means the Andhra Pradesh Excise Act, 1968 (Andhra Pradesh Act 17 of 1968).
- (b) "Applicant" means an individual (Sole Proprietor), partnership firm, company, LLP or any other legal person who participates in the selection process for grant of Shop (Premium Store) license.
- (c) "APSBCL" means the Andhra Pradesh State Beverages Corporation Limited.
- (d) "Dry day" means a day on which no liquor shall be sold in the Licensed premises.
- (e) "Excise Adhesive Label" means the label designed and approved, printed and supplied under the supervision and control of the Commissioner of Prohibition and Excise, from time to time in different forms for the purpose of its affixture to sealed bottles of different varieties and sizes containing liquor.
- (f) "Foreign Liquor, Beer, Wine and RTD", shall mean every liquor/beer/wine/RTD imported into India, other than the Indian Made Foreign Liquor, beer, wine and RTD.
- (g) "Form" means a form appended to these Rules.
- (h) "Government" means the State Government of Andhra Pradesh.
- (i) "Highway" means a National highway or a State highway as notified by the competent authority.
- (j) "Indian Made Foreign Liquor", referred to as "IMFL" means Liquor produced, manufactured or compounded in India after the manner of Gin, Brandy, Whisky or Rum imported from foreign countries and includes Wine and Beer and Milk Punch and other liquors consisting of or containing any such spirits but does not include foreign liquor.
- (k) "License" means a License issued under these Rules.
- (l) "Licensee" means holder of such License.
- (m) "Licensing Authority" means the Commissioner of Prohibition and Excise.
- (n) "License period" ordinarily means the period of five years commencing from 1<sup>st</sup> January of the first year to 31<sup>st</sup> December of the fifth calendar year or part thereof.
- (o) "Licensed premises" means premises where premium IMFL and FL are permitted to be sold by the Licensee.
- (p) "Maximum Retail Price" (MRP) means the price indicated by the Andhra Pradesh State Beverages Corporation Limited or any other agency authorized by the Government for declaration on each variety of label by the Manufacturers / suppliers of Indian Made Foreign Liquor or Foreign Liquor as required under Section 18 of Legal Metrology Act, 2009 read with clause (m) of Rule 2 of the Legal Metrology (Packaged Commodities) Rules, 2011.

(q) "Municipal Corporation/City" shall mean Municipal Corporation/City as defined in the latest Census.

(r) "Permit" means a permit issued under these rules.

(s) "Premium IMFL, Beer, Wine and RTD" mean and shall include Indian Made Foreign Liquor, Beer, Wine and RTD produced in India with minimum basic prices of Rs.1200, Rs.400, Rs.900 and Rs.900 respectively and as may be prescribed by the Commissioner of Prohibition & Excise/Government from time to time.

(t) "Retail Excise Tax (RET)" means the annual Retail Excise Tax for each year of the license period and includes proportionate Retail Excise Tax.

(u) "Shop (Premium Store)" means a privilege granted under these rules for sale of foreign liquor, foreign wine, foreign beer and premium Indian made foreign liquor, beer, wine and RTD in sealed or capsuled bottles or packages or tins to an individual in quantities not exceeding the limits as prescribed without permitting consumption on the Licensed premises and also sale of other accessories.

(v) "Transport Permit" means a permit issued by the competent officer for transport of IMFL and FL from the A.P.S.B.C.L. Depot to the Licensed premises.

(2) The words and expressions used but not defined in these rules shall have the same meanings assigned to them in the Andhra Pradesh Excise Act, 1968, the Andhra Pradesh Excise (Grant of License of Selling by Shop and Conditions of License) Rules, 2024 and Andhra Pradesh Excise (Import, Export and Transport of Indian Made Foreign Liquor and Foreign Liquor - Permits) Rules, 2005.

### **3. Grant of right to sell Premium Indian Made Foreign Liquor and Foreign Liquor: -**

Subject to the provisions of these rules, the right to sell foreign liquor, foreign beer, foreign wine, and premium Indian made foreign liquor, beer, wine and RTD in retail by Shop (Premium Store) shall ordinarily be granted by way of License issued after publishing a notification and inviting applications from the public.

**4. Establishment of Shops (Premium Stores):** Subject to such directions, which the Government may issue in this regard from time to time, the Commissioner of Prohibition and Excise, having due regard to the requirement, public order, health, safety and other factors as he thinks fit, may fix the number of Shops (Premium Stores) to be established in a Municipal Corporation/City before the publication of notification under Rule 5 and may relocate any un-disposed Shop (Premium Store)(s) in any Municipal Corporation/City as he thinks fit.

**5. Notification in the District Gazette: -** Where it is proposed to grant License to sell premium IMFL and FL by Shop (Premium Store), the District Prohibition and Excise Officer (DPEO) may call for applications for grant of Licenses in the Municipal Corporation/City, as approved by the Commissioner of Prohibition and Excise, by issuing a notification in the District Gazette at least (7) seven days in advance containing the following particulars, namely:-

- (i) Name of the Municipal Corporation/City where the Shop (Premium Store) will be established.
- (ii) The last date, time and place for receipt of applications.
- (iii) The period of License.
- (iv) Non-Refundable application fee.
- (v) Annual Retail Excise Tax (RET).
- (vi) Procedure of online enrolment by the applicant(s) for registration and submission of applications.
- (vii) Any other matter which may be considered by the licensing authority necessary for information to the applicants.

Provided that the District Prohibition and Excise Officer may, subject to such directions as may be issued by the Commissioner of Prohibition and Excise from time to time, may notify any changes in the particulars notified in the District Gazette.

**6. Persons not eligible to participate in the process of selection of applicants:**

The following persons shall not be eligible to participate in the selection process, namely:-

- (a) A person who is below the age of 21 years.
- (b) A person who has been convicted of any offences specified in clause(d) of sub-section (1) of Section 31 of the Act in respect of which he has been penalized or convicted within the preceding ten years;
- (c) A person who has been convicted or whose License has been cancelled for breach of any of the conditions of License granted under Section 31 of the Act within the preceding ten years;
- (d) A person who has been held guilty either in a departmental proceeding or in a Court, of an offence under Section 37 or 37-A of the Act for adulteration of toddy by mixing any article injurious to public health or otherwise within the preceding ten years.
- (e) A person who is a defaulter of Excise revenue; or
- (f) A person who is adjudged as an insolvent by a competent Court.

**7. Impersonation in filing applications not allowed:** No person shall submit application on behalf of any other person unless he holds a power of attorney from such person.



**8. Selection of Premises: -**

- (1) The applicant, before submission of application shall select a suitable premises for establishment of Shop (Premium Store) for sale of premium IMFL and FL within the Municipal Corporation/City, as notified in the District Gazette.
- (2) The premises selected for Shop (Premium Store) shall have a minimum carpet area of 4,000 sq.ft.
- (3) The premises shall be at least 100 meters away from the places of Public worship, Educational Institutions and Hospitals.
- (4) No Shop (Premium Store) for the sale of liquor shall be (i) situated within a distance of 500 Mts. of the outer edge of the National or State highway or of a service lane along the highway (ii) visible from a National or State highway (iii) directly accessible from a National or State highway.

Provided that in case of areas comprised in local bodies with a population of 20,000 or less, the distance shall be 220 meters.

Provided further that the restrictions under this sub-rule shall not apply to the Shops (Premium Stores) established within the Municipal areas.

- (5) The distances referred to above shall be measured in a straight line on the horizontal plane within the radius from the center point of the Shop (Premium Stores) entrance.
- (6) No signages and advertisements of the availability of liquors shall be permitted both on national and state highways.

Explanation: For the purpose of this rule.

- (a) "Place of public worship" means a temple registered with the Endowment Department, Mosque registered with Wakf Board and Church established and managed by a registered Christian Organization/Society and includes such other religious institutions, as the State Government may by order specify in this behalf,
  - (b) "Educational Institutions" means any Primary school, Middle School and High School recognized by the State Government or Central Government, Junior College or any College affiliated to any University established by law:
  - (c) "High Way" means National Highway or State Highway as notified by the Competent Authority.
  - (d) "Hospital" means any hospital which is managed or owned by a local authority, State Government or Central Government or any private hospital and having a provision of at least thirty (30) beds.
- (7) The boundaries of the premises shall be indicated in the license.

- (8) There may be separate doors for entry and exit and the customers may be allowed entry into the Shop (Premium Store) for selection of premium IMFL and FL or other permitted accessories of their choice.

**9. Submission of applications for enrolment for registration and selection for grant of Prior Clearance: -**

- (1) The applicant may submit any number of applications for any number of Shops (Premium Stores) for participation in the selection process of Shop (Premium Store) through online/offline mode as laid down under Sub-Rule (2).
- (2) (a) **Online Model:** In case, the applicant opts for online mode, he shall fill in Form-A1(PS-A) and select Gazette Sl.No of the Shop (Premium Store) notified in the Unit (Municipal Corporation/ City) and pay the Non-refundable application fee of Rs.15,00,000/- by way of Debit Card/Credit card/Net Banking. On successful payment, the applicant may download the documents in Form-A1(PS-B) and Registration certificate in Form-RG 1(PS) which are system generated.
- (b) **Hybrid Model:** In case the applicant opts for online mode for registration and submission of application through online mode, he shall fill in Form-A1(PS-A). He shall select the Gazette Sl.No of the Shop notified in the Unit (Municipal Corporation/ City) and select the payment mode as manual in CFMS. He shall take system generated e-challan number and proceed to any State Bank of India (SBI) branch and make payment of Rs.15,00,000/- towards Non-refundable application fee against the system generated e-challan number (transaction number). After successful payment, application will be confirmed by the System as completed and he can download Form- A1(PS-B) and Registration certificate in Form- RG 1(PS) which are system generated.
- (c) **Offline Model:** In case the applicant opts for offline mode for registration and submission of application through offline mode, he shall fill in Form-A1(PS-A). He shall select the Gazette Sl. No of the Shop (Premium Store) notified in the Unit (Municipal Corporation/City) and select the payment mode as offline. He shall pay Rs.15,00,000/- towards Non-Refundable Application Fee by way of Demand Draft drawn on a scheduled Commercial bank situated any where in India and also Grameena Banks situated in Andhra Pradesh sponsored by Scheduled Commercial Banks in favour of the Licensing Authority. He shall enter the Demand Draft number in the system. He shall note the application number which is system generated and needs to go to Designated Center as notified in the Gazette and submit the Demand Draft in original. After successful acknowledgement on payment, he may download Form- A1(PS-B) and Registration certificate in Form- RG 1(PS) which are system generated.

In complete offline mode, the Applicant can also directly go the Designated Center as notified in the Gazette with his details. The staff on duty at the counter will digitize the application after receiving of the Demand Draft (DD) drawn as specified above and after verifying the DD, acknowledgement, and other system generated documents will be printed and provided to the Applicant. District Prohibition and Excise Officer concerned will be responsible to receive genuine DDs and safely hold till they are remitted into the Treasury.

- (3) The applicant(s) shall enclose the following along with the application:
- (a) Floor Plan of proposed premises with minimum carpet area of 4,000 Sq ft.
  - (b) Copy of Ownership title deed or consent of the premises owner for establishment of Shop (Premium Store) by the applicant for 5 years tenure in case the premises is rented/leased.
  - (c) Copies of last 3 years IT Returns and Bank Statement duly certified by Bank Authorized Officials.
  - (d) Solvency Certificate.
  - (e) Details of Applicant's Status (Individual/Partnership/Company/LLP).
  - (f) Copies of Partnership Deed/ Certificate of Incorporation, GST, TIN Number & PAN in the case of Partnership Firms/Companies/LLP.
  - (g) Two recent passport size photographs.
  - (h) Photostat copy of Voter ID Card/ Driving License / Passport / Bank Passbook/ AADHAR card/ Any other Government approved Identity Card.
- (4) The online/offline mode of registration and submission of application referred to above shall be specified in the District Gazette concerned.
- (5) Every application shall be taken into consideration if it is presented on or before the prescribed date and time and no application shall be received after the prescribed date and time as notified by the DPEOs.
- (6) The application along with the enclosed documents shall be verified by the following Committee comprising the officers of the Department: -
- (a) Deputy Commissioner of Prohibition and Excise concerned.
  - (b) Assistant Commissioner of Prohibition and Excise concerned.
  - (c) District Prohibition and Excise Officer (DPEO) concerned.
- (7) The Committee shall verify the documents enclosed to the application and also verify the suitability of the premises for establishment of Shop (Premium Store) with reference to its conformity to Rule 8 and submit report to the Commissioner of Prohibition and Excise.
- (8) The Commissioner of Prohibition and Excise, after causing such enquiry as he may deem fit, forward the proposal to the Government for grant of Prior Clearance.

**10. Grant of Prior Clearance: -**

- (1) The Government may refer the proposal received from the Commissioner of Prohibition and Excise under Rule 9 (8) for grant of Prior Clearance to the Evaluation Committee for scrutiny of the proposal and recommendations for grant of Prior Clearance.
- (2) The Tender Committee constituted by the Government for procurement of liquor/beer headed by a retired High Court Judge with a retired IAS Officer and a Chartered Accountant as members, may act as the Evaluation Committee for this purpose.

- (3) The Evaluation Committee may take the assistance of a management expert from Indian Institute of Management (IIM) or any other expert in the subject as may deem fit.
- (4) The Evaluation Committee may devise its own methodology and criteria for scrutiny/evaluation of proposal to assess the business and financial capability of the applicant.
- (5) The Evaluation Committee after scrutiny/evaluation of the proposal may submit its recommendations to the Government for grant of Prior Clearance.

Provided that the Evaluation Committee may recommend a Reserve Applicant for grant of Prior Clearance for a Shop (Premium Store) from among the applicants for that Shop (Premium Store), in case the first Prior Clearance holder fails to comply with the formalities under these Rules.

- (6) The Government may accept the recommendations of the Evaluation Committee and grant Prior Clearance to the applicant in Form A2(PS), which shall be valid for 45 days from the date of issue.

Provided that no applicant shall be granted more than one Prior Clearance.

Provided further that the grant of Prior Clearance shall not confer any right on the applicant for grant of license. The holder of Prior Clearance shall not claim for any compensation or loss in case the license is not granted.

#### **11. Grant of Shop (Premium Store) license: -**

- (1) The holder of Prior Clearance shall submit application in Form A3(PS) to the Commissioner of Prohibition & Excise for grant of Shop (Premium Store) License in Form A4(Premium Store) within (45) days from the date of grant of Prior Clearance.
- (2) The Prior Clearance holder shall pay the annual RET for the first year before submitting application in Form A3(PS) for grant of Shop (Premium Store) License.
- (3) The Prior Clearance holder shall enclose the following to the application in Form A3(PS): -
  - (a) Challan for proof of payment of annual RET
  - (b) Copy of Plan of Shop (Premium Store) proposed
  - (c) Lease Deed for 5 years on a stamp paper for the proposed premises from the owner of the premises for establishment of Shop (Premium Store)
- (4) The Commissioner of Prohibition & Excise, after making such enquiry as he may think necessary, may grant license in Form A4 (Premium Store).
- (5) The applicant before issue of license shall execute a Counterpart Agreement in Form A5 (PS) on the stamp paper of the requisite value as per the provisions of the Indian Stamp Act, 1899.

**12. Period of the License and commencement of business: -**

- (1) Every License shall ordinarily be valid for a period of five years commencing from 1<sup>st</sup> January of the first year to 31<sup>st</sup> December of the fifth year or part thereof.

Provided that a License granted after 1<sup>st</sup> January of the License period shall be valid for the remaining part of the License period only.

Provided further that a License granted for a part of a License period shall be for such period as may be specified by the Licensing Authority.

Provided also that every License holder shall commence his business from the date on which the License is granted or such other date as may be specified in the License and shall keep the Licensed premises open every day during the hours fixed except on the dry days till the expiry of the term of License with sufficient stock of liquor unless the closure of the Licensed premises is ordered by the Competent Authority for the period specified.

- (2) The Retailer Margin shall be 20% on issue price across all categories of premium IMFL and FL, including Beer, Wine, RTDs, etc.

**13. Activities permitted in Shop (Premium Store): -**

In addition to sale of premium IMFL and FL, the following activities may be permitted in the licensed premises, namely: -

- (1) Stocking and sale of a variety of liquor-related accessories, including ice buckets, tongs, wine corkscrews, trays, glasses, goblets, liquor chocolates, etc.
- (2) Sale of cigars, cigarettes, soft drinks, and other related items.
- (3) A designated area within the licensed premises may be used to promote contemporary art, such as paintings, enhancing the store's ambiance.
- (4) Hosting of training and tasting sessions in accordance with international standards by an advance intimation of at least 24 hours to the District Prohibition & Excise Officer concerned.
- (5) The Shop (Premium Store) may feature a shop-in-shop concept with exclusive shelves for displaying various brands, allowing customers to browse and select products from dedicated display areas.

**14. Retail Excise Tax for Shops (Premium Stores), mode of levying and method of payment: -**

- (1) The annual Retail Excise Tax for the Shop (Premium Store) License shall be Rs.1 crore (One Crore) subject to increase 10% every year.

Provided that if a Shop (Premium Store) cannot be disposed of even after the commencement of the License period and upto 31<sup>st</sup> January, the annual Retail Excise Tax shall be reduced so as to be proportionate to the unexpired period, part of a month being treated as a full month.

- (2) The Licensee of a Shop (Premium Store) shall pay the annual Retail Excise Tax for the License period in one lump-sum.

- (3) The Prior Clearance holder shall pay the first year Retail Excise Tax for the Shop (Premium Store) before submitting application for grant of Shop (Premium Store) Licence by way of Challan. He shall also submit a Bank Guarantee in Form A-6 (PS), for the amount equal to annual Retail Excise Tax valid till the expiry of the License period, issued by a Scheduled Bank situated in Andhra Pradesh, within thirty days from the date of grant of license.



- (4) The Licensee of a Shop (Premium Store) shall remit the annual Retail Excise Tax (RET) by way of Challan as detailed in the table given below:

Annual RET	Due Date for remittance
1 <sup>st</sup> Year RET	Before submitting application for grant of Shop (Premium Store) license
2 <sup>nd</sup> Year RET	20 <sup>th</sup> December of the 1 <sup>st</sup> Year
3 <sup>rd</sup> Year RET	20 <sup>th</sup> December of the 2 <sup>nd</sup> Year
4 <sup>th</sup> Year RET	20 <sup>th</sup> December of the 3 <sup>rd</sup> Year
5 <sup>th</sup> Year RET	20 <sup>th</sup> December of the 4 <sup>th</sup> Year

- (5) The Retail Excise Tax shall be paid into the concerned Government treasury in the district in which the Licensed premises is located.
- (6) In case of default in payment of any instalment, the Bank Guarantee amount shall be adjusted against the instalment of Retail Excise Tax and other dues.
- (7) If a License is surrendered in the middle of the License period, the Bank Guarantee and the Retail Excise Tax paid shall be forfeited to the Government.

**15. Re-allotment in case of failure to submit Bank Guarantee or pay the instalments due: -**

- (1) In case of failure to pay the annual RET for the first year as required under Rule 11 (2) within the time specified or submission of Bank Guarantee as required under Rule 14 (3) within the time specified, the Prior Clearance granted for the concerned Shop (Premium Stores) shall be cancelled and the amounts already paid shall be forfeited to the Government, and the Reserve Applicant recommended under Rule 10 (5) may be granted Prior Clearance.
- (2) In case of failure to pay the annual Retail Excise Tax on the due date, the License of the Shop (Premium Stores) shall be cancelled, and the Shop (Premium Stores) shall be re-notified.
- (3) The Prior Clearance holder/Licensee shall continue to be responsible for the Retail Excise Tax of that Shop (Premium Stores) till the next selected applicant takes over.

**16. Counterpart Agreement: -** After obtaining the Prior Clearance, it shall be the duty of the Prior Clearance holder to execute a Counterpart Agreement in conformity with the tenor of the License in Form A-5 (PS) on a stamp paper of requisite value as per the provisions of the Indian Stamp Act, 1899 before taking out a License for the sale of premium IMFL and FL.

The Counterpart Agreement shall come into force with effect from the date on which the License is granted and remain valid till the end of the License period.

**17. Issue and commencement of License:-** Mere grant of Prior Clearance does not entitle the Prior Clearance holder or confer on him any right to commence business until the License has actually been issued. It shall be the responsibility of the Prior Clearance holder to complete the formalities contemplated in Rule 14 within the time specified and execute the Counterpart Agreement referred to in Rule 16 and obtain a License. If the Prior Clearance holder fails to do so, his selection shall stand cancelled automatically.



**18. Bar on renewal of License:-** A License granted under these Rules shall not be considered for renewal after the expiry of License period.

**19. Death of a Licensee/Prior Clearance holder:-** A License issued under these rules shall be only to the persons(s) named therein and on his death the heir or legal representative may apply for continuance of the License in his/her name to the Licensing Authority within 30 days of the death of the Licensee. If the Licensing Authority is satisfied, he may continue the License in the name of the heir or legal representative of the deceased Licensee. In case the Prior Clearance holder dies before grant of License, the legal heir of the Prior Clearance holder may be permitted to obtain the License duly complying with the provisions laid down under Rules 14 and 16. In case the legal heir of the Prior Clearance holder is not willing to obtain the License after fulfilling the formalities prescribed under Rule 14 and 16, the Shop (Premium Store) shall be disposed of by fresh selection process.

**20. Transport permit:** - Transport permit may be issued authorizing movement of premium IMFL and FL within the State from the units of the Andhra Pradesh State Beverages Corporation Ltd., to the Licensed premises. Such transport shall be governed by Andhra Pradesh Excise (Import, export and transport of IMFL and FL-Permits) Rules, 2005.

**21. Sale permitted at the Licensed premises only:-**

- (1) The Licensee shall sell liquor at the premises only specified in the License.
- (2) No change or alteration of the Licensed premises shall be made nor the Licensed premises shifted elsewhere.

Provided that shifting of the Licensed premises may be permitted by the Commissioner of Prohibition & Excise for valid reasons within the same notified Municipal Corporation/City, subject to conditions as may be specified and subject to payment of 1% of annual Retail Excise Tax.

Provided further that alteration of Licensed premises may be permitted by the Commissioner of Prohibition & Excise, subject to payment of Rs.25,000/-.

**22. License to be exhibited:** - The proforma License shall be exhibited at a conspicuous place in the Licensed premises.

**23. Hours of Business:** - The Licensee shall transact business from 10.00 AM to 10.00 PM only.

**24. Dry Days: -**

The Licensed premises shall be closed, and no business transacted on the following days declared as dry days: -

- (i) 26<sup>th</sup> January - Republic Day.
- (ii) 15<sup>th</sup> August - Independence Day.
- (iii) 2<sup>nd</sup> October- Gandhi Jayanthi.

Provided that the Licensee shall not be entitled to any compensation whatsoever for the closure of the Licensed premises.

**25. Licensee not to declare any person to be or not to be his partner:** No Licensee shall, except with the prior permission of the Commissioner of Prohibition and Excise, get any other person included as partner to his business or get an existing partner excluded.

Provided that the Commissioner may, after such enquiry as he may deem fit, permit the Licensee at his request, to get any person(s) included as partner(s) to his business or exclude any existing partner(s) other than the original Licensee on payment of a fee of 2% of the annual Retail Excise Tax by way of challan.

**26. Licensee not to stock unauthorized Indian Made Foreign Liquor and Foreign Liquor:** - The Licensee shall not stock or sell in the Licensed premises IMFL & FL of any kind which he is not authorized to buy, stock or sell under the provisions of Act or Rules, Regulations or Orders made thereunder.

**27. The Licensee not to stock Indian Made Foreign Liquor or Foreign Liquor at unauthorized place:** The Licensee shall not stock IMFL & FL in any place other than the Licensed premises. The Licensee shall be held responsible for any IMFL and FL unauthorizedly kept outside or nearby the Licensed premises.

**28. Indian Made Foreign Liquor or Foreign Liquor not to be adulterated:** -The premium IMFL and FL offered for sale or stored in the Licensed premises shall not be substandard, deteriorated, spurious or adulterated and the Licensee shall not tamper with the IMFL and FL in any manner so as to alter their quality, strength, nature or quantity.

**29. Indian Made Foreign Liquor and Foreign Liquor shall not be given or sold to certain persons:** - No liquor shall be sold or given to the following persons namely:-

- (i) Lunatics.
- (ii) Persons known or believed to be in a state of drunkenness.
- (iii) Persons about whom it is known or suspected that they are likely to participate in the commission of sedition, insurrection, breach of peace or any other similar offence threatening public peace and tranquillity.
- (iv) Soldiers in uniform and the camp servants of military officers in their uniform.
- (v) Persons below (21) years of age.

**30. Bottles for sale to carry labels:** - Every bottle of IMFL or FL in a Licensed premises shall carry Excise Adhesive label on the cap of the bottle in addition to the manufacturer's label as approved by the Commissioner of Prohibition and Excise.

**31. Sale of only duty paid Indian Made Foreign Liquor and Foreign Liquor: -**

- (1) The Licensee shall sell only duty paid premium IMFL and FL
- (2) The Licensee or his Nowkarnama holder appointed under Rule-33 shall purchase premium IMFL and FL from the allotted depot of the APSBCL only on such terms as may be prescribed.

Provided that the Commissioner of Prohibition & Excise may permit the Licensee to purchase the requirement of premium IMFL and FL from any other Depot of the APSBCL.

**32. Maximum Retail Price:** - The Licensee shall sell premium IMFL and FL at prices not exceeding the Maximum Retail Price indicated on the labels of the bottles and issue bills to the customers accordingly.

**33. Employment of servants: -**

(1) No person shall be employed for sale of IMFL and FL without the prior permission of the District Prohibition and Excise Officer and every such person whether male or female, before being employed shall obtain from the District Prohibition and Excise Officer, a Nowkarnama in Form N-1 (PS) on payment of a fee of Rs.5000/-.

(2) No nowkarnama shall be granted to the following persons:

- (i) Persons below twenty-one years of age,
- (ii) Persons of unsound mind,
- (iii) Persons whose Nowkarnama or Licenses has previously been cancelled within the preceding ten years,
- (iv) Persons convicted of any offence under the Andhra Pradesh Excise Act, 1968 (Act 17 of 1968), A.P. Prohibition Act, 1995 (Act 35 of 1995) or the Narcotics Drugs and Psychotropic Substances Act, 1985 (Central Act 61 of 1985) within the preceding ten years,

- (v) Persons convicted under Section 482 to 489 of the Indian Penal Code, 1860 (Central Act 45 of 1860) or under the Bharatiya Nyaya Sanhita.
- (vi) Defaulters in payment of amount due to the State Government under the Andhra Pradesh Excise Act or the Rules made thereunder.

(3) All illegal things done in connection with the transport, possession or sale of IMFL and FL or known to have been done in contravention of the provisions of the Act or the rules made thereunder by the servants of the Licensee shall forthwith be reported to the District Prohibition and Excise Officer by the Licensee and such orders regarding continuance or otherwise of such servants in service as may be issued by the District Prohibition and Excise Officer shall be carried out by Licensee.

(4) Every act of the authorized agent or servant shall be deemed to be an act of the Licensee.

**34. Intimation to Excise Officer:** - The Excise officer of Andhra Pradesh State Beverages Corporation Limited depot shall mark a copy of the transport permit to the Prohibition and Excise Station House officer concerned and the Station House officer shall inspect and verify the consignment within 3 days of the dispatch of the stocks from the Andhra Pradesh State Beverages Corporation Limited depot. If the consignment is not verified within the stipulated time mentioned in the rule, the Licensee can take the stocks into account and sell them.

**35. Consignments to be opened only in the presence of the Excise Officer:-** The Licensee shall open the boxes or packages of all premium IMFL and FL received in the Licensed premises only in the presence of and after inspection by the local Excise Officer concerned or in his absence by any other Excise Officer duly authorized in this behalf. If any box, packet, package or bottle is found doubtfully, carelessly or insufficiently sealed, the Licensee shall produce it forthwith before the Excise Officer for noting down such damages. The articles insecurely sealed or fastened may be returned by the Licensee to the consignor with the prior approval of the Commissioner of Prohibition and Excise. The Commissioner may allow in such an event, replenishment of stock without fresh payment of duty. The Commissioner shall be competent to relax the application of this rule in special circumstances.

**36. No breakages or losses in transit allowed:-** The Licensee shall not be entitled as against the Government, to any compensation or refund or reduction of duty for any loss in breakage while stocks are in transit.

**37. Licensee to maintain accounts including brand-wise accounts: -**

(1) The Licensee shall maintain full and day to day accounts of premium IMFL and FL received and disposed of in Form R-1 (PS) the pages of which are machine numbered serially. He shall also maintain brand-wise accounts in Form R-2 (PS) and such other returns as may be required by the Commissioner of Prohibition and Excise, and he shall, for each month, send monthly statements and returns before the 5<sup>th</sup> of the following month in the forms as may be fixed by the Commissioner to the District Prohibition and Excise Officer and local Prohibition and Excise Inspector. All registers should be got authenticated before use by the District Prohibition and Excise Officer.

(2) All Retail liquor Shops in the State shall be equipped with required systems and equipment as prescribed by Commissioner of Prohibition and Excise with full automation to update day to day transactions including reading of Excise Adhesive Labels.

(3) All Retail liquor shops shall install (02) CCTV Cameras in counters and inside the Licensed premises as prescribed, with linkage facility to central control room of Prohibition & Excise Department.

(4) The transportation of premium IMFL and FL from APSBCL Depots to Shops shall be carried under GPS tracking mechanism as prescribed by the Commissioner of Prohibition and Excise.

- 38. Monetary transactions with officers prohibited:-** Any kind of monetary transactions unconnected with the official purpose between the Licensee and the personnel of the Prohibition & Excise, Police, Revenue Department and the personnel of the A.P.S.B.C.L. is strictly prohibited.
- 39. Officers authorized to inspect premises:-** Any officer not below the rank of a Prohibition & Excise Sub-Inspector may enter and inspect the Licensed premises during the working hours and inspect and verify all the accounts, registers and stocks. It shall be competent for such inspecting officer to take such samples as might be necessary, or to take charge of such records and registers as might be necessary, and it shall be incumbent on the Licensee to offer reasonable assistance for such inspecting officers to inspect, verify and to take samples. For any records removed from the premises, the Prohibition & Excise officer should give a receipt or in the alternative make an entry in the inspection book in this regard.
- 40. Inspection book to be maintained:** - An inspection book in Form I-1 (PS) with machine numbered pages shall be kept in the Shop (Premium Stores) for the use of the inspecting officers, and the Licensee shall be responsible for the safe custody of it. The inspection book shall be the property of the Government and shall be handed over to the Prohibition & Excise officer concerned on expiry of the License period.
- 41. License to be surrendered to the District Prohibition & Excise Officer on expiry:-** Every License issued under these rules, either jointly or severally, to the Licensee (s) named therein shall, on its expiry, be deemed to have been surrendered by the Licensees to the District Prohibition & Excise Officer .
- 42. Licensees to abide by the provisions of the Act etc:-** Every holder of the License under these rules shall comply promptly with all orders or directions issued from time to time under the Act, and the rules and orders made thereunder and shall abide by all the conditions of the License /permit.
- 43. Suspension, withdrawal or cancellation of a License or permit:-** A License or permit may be suspended, cancelled or withdrawn in accordance with the provisions of Sections 31 or 32 of the Act. The Shop (Premium Stores) may be re- allotted on cancellation or withdrawal by conducting fresh selection process.
- 44. Stocks on cancellation of License:** If a License is cancelled on account of a criminal case during the currency of the License period, the whole stock of the IMFL & FL seized from the Shop (Premium Stores) shall be confiscated.
- 45. Stocks on withdrawal of License:** If a License is withdrawn during the currency of period under sub-section (1) of Section 32 or clause (e) of sub-section (1) of Section 31 of the Act, the whole stock of the IMFL/ FL found in the Shop (Premium Stores) shall be seized and seized stock shall be sold by the District Prohibition & Excise Officer to any other Licensee and the proceeds of the sale shall after deduction of the expenses and any other sum due to the Government be refunded to the Licensee".
- 46. No Remission for closure:** - The Licensee shall not be entitled to remission of Retail Excise Tax or compensation on account of closure of the Licensed premises when the same is ordered to close under Section 20 of the Act.
- 47. Removal of difficulties:** - If there is any doubt or dispute regarding the application or interpretation of any of these rules, the decision of the Commissioner of Prohibition and Excise thereon shall be final.

**Form A-1 (PS-A)****(See Rule 9)****Application for registration for participation in the selection process of  
Shop (Premium Store)**

1. Name of the Applicant :

2. Age :

3. Full Residential Address :

4. Mobile No. :

5. Identity Proof :

(Driving License, Aadhar Card, Bank Passbook,

Passport, Voter ID Card, Other)

6. Identity Proof Number :

**Form A-1(PS-B)****Application for Grant of Prior Clearance  
(Rule 9)**

[Barcode]

Affix latest  
passport size  
photograph of  
the applicant

Application No. \_\_\_\_\_

GAZETTE No. \_\_\_\_\_ DATED \_\_\_\_\_

DISTRICT :

1. Name of the Applicant :
2. Age :
3. Full Residential Address :
4. Mobile No. :
5. Identity Proof  
(Driving License, Aadhar Card, Bank Passbook,  
Passport, Voter ID Card, Other) :
6. Identity Proof Number :
7. Gazette Serial Number of  
the Shop (Premium Store) :
8. Municipal  
Corporation/City  
as notified in the Gazette :
9. Individual/partnership  
Firm/Company/LLP/Others (give details)

(to be filled by the applicant)

Individual

partnership

Company

I hereby declare that the particulars given above are true to the best of my knowledge and belief. If at a later stage any of the facts are found to be false the License may be cancelled and I may be prosecuted as per the Andhra Pradesh Excise Act, 1968 or the Rules thereunder.

I hereby declare that I am not disqualified under Rule 6 of the A.P. Excise (Grant of License of Selling by Shop (Premium Stores) and Conditions of License) Rules 2024.

I hereby, undertake to abide by the Rules and License Conditions prescribed under the Andhra Pradesh Excise Act, 1968 and I shall abide by the decision of the 'Authority granting Prior Clearance' in all matters connected with my application(s).

Place:

Signature of the Applicant

Date:



**Form- RG 1 (PS)****(Rule 9)****REGISTRATION CERTIFICATE**

[Barcode]

Reg. No. \_\_\_\_\_ DATED \_\_\_\_\_

1. Name of the Applicant :
2. Age :
3. Full Residential Address :
4. Mobile No. :
5. Identity Proof  
(Driving License, Aadhar Card, Bank Passbook,  
Passport, Voter ID Card, Other) :
6. Identity Proof No :
7. Gazette Serial No. of the Shop :
8. Municipal Corporation/City as  
notified in the Gazette :

This certifies that the applicant has registered with the licensing authority, duly paying the non-refundable application fee as required under the Rule 9 of A.P. Excise (Grant of License of selling by Shop (Premium Store) and conditions of License) Rules 2024 for participation in the selection process for the above said Shop (Premium Store).

Registration is subject to the verification and validity of the documents filed and payment made. In the event of any fraudulent activity, the applicant shall be prosecuted as per the Andhra Pradesh Excise Act, 1968 and the Rules thereunder.

Authorized signatory

**FORM A-2 (PS)****(See Rule 10)****(Prior Clearance for Grant of Licence)****Revenue (Excise) Department**

No.

Date:

Sri\_\_\_\_\_ S/o\_\_\_\_\_ R/o\_\_\_\_\_ is granted prior clearance for grant of licence for selling by Shop (Premium Store) to be established in\_\_\_\_\_ Municipal Corporation/City. The prior clearance is valid for 45 days from the date of issue.

The grant of prior clearance shall not confer any right on the applicant for grant of licence in Form-A4 (Premium Store). The holder shall apply separately for grant of privilege to the Commissioner of Prohibition and Excise, fulfilling all the requirements under the rules. The holder shall not claim for any compensation or loss in the event of not granting licence.

Principal Secretary to Government  
Revenue (Excise) Department

To Sri\_\_\_\_\_

Copy to the Commissioner of Prohibition and Excise

**FORM A-3 (PS)**  
**(See Rule 11)**  
**Application for Grant of License by Shop (Premium Store)**

Prior Clearance No. \_\_\_\_\_

Affix latest  
passport size  
photograph of  
the applicant

1. Name of the Applicant :
2. Age :
3. Full Residential Address :
4. Mobile No. :
5. Identity Proof (Driving License,  
Aadhar Card, Bank Passbook, Passport, Voter ID Card, Other) :
6. Identity Proof Number :
7. Gazette Serial Number of the Shop (Premium Store) :
8. Municipal Corporation/City as notified in the Gazette :
9. Individual/partnership firm/Company/LLP/Others (give details) :
10. Challan Number and date of payment of RET :
11. Details of the Premises to be licensed :
12. Boundaries of the Premises selected :
  - a. East:
  - b. North:
  - c. West:
  - d. South:

I hereby declare that the particulars given above are true to the best of my knowledge and belief. If at a later stage any of the facts are found to be false the License may be cancelled and I may be prosecuted as per the Andhra Pradesh Excise Act, 1968 or the Rules thereunder.

I hereby declare that I am not disqualified under Rule 6 of the A.P. Excise (Grant of License of Selling by Shop (Premium Stores) and Conditions of License) Rules 2024.

I hereby, undertake to abide by the Rules and License Conditions prescribed under the Andhra Pradesh Excise Act, 1968 and I shall abide by the decision of the Licensing Authority in all matters connected with my application(s).

Place:

Signature of the Applicant

Date:

**FORM A-4 (Premium Store)****(See Rule 11)****License for the sale of Premium Indian Made Foreign Liquor and Foreign Liquor by Shop (Premium Store)**

Whereas, Sri \_\_\_\_\_ s/o \_\_\_\_\_  
 r/o \_\_\_\_\_ is granted Prior Clearance (No. \_\_\_\_\_) for grant of  
 license for the privilege of sale of Premium Indian Made Foreign Liquor and  
 Foreign Liquor by Shop (Premium Stores) for Gazette Sl. No. \_\_\_\_\_  
 \_\_\_\_\_ for the License period from \_\_\_\_\_ to \_\_\_\_\_  
 \_\_\_\_\_, I \_\_\_\_\_ Commissioner of Prohibition and Excise  
 hereby issue License to the Prior Clearance holder to sell Premium Indian  
 Made Foreign Liquor and Foreign Liquor on the premises bearing Door No.  
 \_\_\_\_\_, the details of which are as follows:-

**BOUNDARIES:**

Locality \_\_\_\_\_ Municipal Corporation/City within the marginally noted

boundaries during the period commencing from the \_\_\_\_\_ and ending  
 with the 31<sup>st</sup> December, 20 \_\_\_\_\_

East:

West:

North:

South:

1. The privilege extends to the sale of all kinds of Foreign Liquor and Premium Indian Made Foreign Liquor which can be sold for removal from the Licensed premises in sealed receptacles in quantities not exceeding 3 Bottles of any size in respect of Indian Made Foreign Liquor and Foreign liquor in one transaction to an Unlicensed person.

The Licensee can also sell stocks of premium IMFL/ FL to the holder of License in Form EP-1 without any restriction on the quantity.

2. The Licensee is prohibited from purifying, colouring and flavouring the Indian Made Foreign Liquor/Foreign Liquor or mixing any material therewith and from blending another kind of Indian Made Foreign Liquor/Foreign Liquor with it or to keep to his possession other than liquor authorised under this License.
3. The Licensee is prohibited from bottling Indian Made Foreign Liquor and Foreign Liquor.
4. The possession or sale of diluted beer by the Licensee is prohibited.
5. All Premium Indian Made Foreign Liquor and Foreign Liquor sold under this License shall be duty paid and obtained from the IML Depot of the Andhra Pradesh State Beverages Corporation Limited as allotted by the Licensing Authority.
6. The Licensee shall sell only duty paid premium Indian Made Foreign Liquor/Foreign Liquor in sealed, capsuled bottles affixed with Excise Adhesive Labels and manufacturers labels duly approved by the Commissioner of Prohibition & Excise as required, under these rules.
7. The Licensee shall maintain and furnish to the District Prohibition & Excise Officer statistics showing the sale of all kinds of Premium Indian Made Foreign Liquor and Foreign Liquor separately.
8. This License is not transferable,
9. The Licensee shall be subject to cancellation or suspension at will by the Commissioner,

10. The Licensee shall not act in any manner prejudicial to the interests of the revenues of the Government.
11. The Licensee shall sell premium Indian Made Foreign Liquor and Foreign Liquor at prices not exceeding the Maximum Retail Price printed on the liquor bottles and issue bills accordingly.
12. The Licensee shall abide by the Rules and instructions issued by the Government / Commissioner from time to time.

Dated: day of\_\_\_\_, 20\_\_\_\_

Commissioner of Prohibition and Excise

**FORM A-5 (PS)**

(See Rule 11)

**Counterpart Agreement for grant of License for selling by Shop (Premium Store)**

I/We \_\_\_\_\_ S/o \_\_\_\_\_ R/o \_\_\_\_\_ Age (\_\_\_\_) years

severally/ jointly are the Licensees in respect of the privilege of Shop (Premium Stores) pertaining to Municipal Corporation/City on a yearly Retail Excise Tax of Rs.\_\_\_\_ (In words \_\_\_\_\_) for the period from 1<sup>st</sup> January, \_\_\_\_ to end of December, \_\_\_\_ in accordance with the provisions of the Andhra Pradesh Excise Act and the Rules framed thereunder and subject to terms and conditions of License and also subject to the terms and conditions as agreed to by me/ us in this counterpart agreement \_\_\_\_\_.

I/ We \_\_\_\_\_ hereby affirm that I/ We shall be severally and jointly responsible to abide by the terms and conditions of \_\_\_\_\_ issued in respect of the said Shop (Premium Stores) for the period as laid down in the Licensee No. \_\_\_\_ dt \_\_\_\_ and I/We shall pay promptly and in time the instalments of RET, amounts towards penalties or any other charges or other liabilities if imposed and any other dues if accrued in respect of my/ our shop (Premium Stores), I/ We \_\_\_\_\_ shall abide by all the provisions of the Andhra Pradesh Excise (Grant of License of selling by Shop (Premium Stores) and conditions of License) Rules, 2024 and other conditions relating to sale of Premium Indian Made Foreign Liquor and Foreign Liquor by Shop (Premium Stores) that are existing and as may be amended from time to time, I/ We \_\_\_\_\_ shall be bound to pay any enhanced duty and the like as may be levied from time to time. If I/ We fail to pay in time RET, excise duty, penalties, if imposed, and any other dues or make any efforts to evade payment of these amounts, the Commissioner of Prohibition and Excise reserves the right to cancel the Shop (Premium Stores) license obtained by me/ us and to realise the entire amounts so due by way of forfeiting the deposits and by way of distraining my/our movable and immovable properties whatsoever I/We/our sureties \_\_\_\_\_ possess and selling the said properties under the Andhra Pradesh Revenue Recovery Act, 1864.

This agreement is executed in favour of the Commissioner of Prohibition and Excise that the authority may enforce the above terms and conditions agreed by me/ us.

Place

Date

Address:

Signature or Thumb-impression of Licensee/ Licensees.

I certify that Sri/Sarvasri \_\_\_\_\_ son of \_\_\_\_\_ known to me/ identified by Sri/Sarvasri \_\_\_\_\_ known to me executed the agreement and signed before me.

Date:

Commissioner of Prohibition and Excise



**FORM A-6 (PS)**

(See Rule 14)

**Bank Guarantee**

In consideration of the Governor of Andhra Pradesh hereinafter called "The Government" having agreed to exempt Sri\_\_\_\_\_hereinafter called "said Licensee" from the demand under the relevant rules of Andhra Pradesh Excise (Grant of License of selling by Shop (Premium Store) and conditions of License) Rules 2024 and as agreed under the terms and conditions agreed dated made between Commissioner of Prohibition and Excise and said Licensee for the fulfilment by the said Licensee of the terms and conditions contained in the said rules and said agreement on production of a Bank Guarantee for Rs. \_\_\_\_\_ (In words) (Rupees\_\_\_\_\_)

We\_\_\_\_\_ (hereafter) (Indicate the name of the Bank)\_\_\_\_\_ referred to as "the Bank" at the request of the Licensee do hereby undertake to pay the Government an amount not exceeding Rs\_\_\_\_\_ against any liability of the said Licensee to the Government arising by reason of any breach of the said contract of the said rules and the agreement.

- (1) We\_\_\_\_\_ do hereby undertake to (indicate the name of the Bank) pay amounts due and payable under this guarantee without any demur, merely on a demand from the Government. Any such demand made on the Bank shall be conclusive both as regards breach of the terms and conditions and the amount due under the rules and the contract. However our liability under this guarantee shall be restricted to an amount not exceeding Rs.\_\_\_\_\_.
- (2) We also undertake to pay interest at the rate of 18% for the period over and above 15 days from the date of receipt of demand of claim for payment in writing from you to the date of actual payment made by us.
- (3) We undertake to pay to the Government any money so demanded or notwithstanding any dispute or disputes raised by the Licensee(s) in any suit or proceeding pending before any court or Tribunal relating thereto in the absence of jurisdiction or prohibitory order, our liability under this present being absolute and unequivocal.
- (4) The Government is free to demand the amount guaranteed either completely or in parts as it may suit them.

The payment so made by us under this bond shall be a valid discharge of our liability for payment thereunder and the Licensee (s) shall have no claim against us for making such payment.

- (5) We\_\_\_\_\_ (indicate the name of the Bank) \_\_\_\_\_ further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the Government under or its claims satisfied or charged to till\_\_\_\_\_ office/Department Minister of\_\_\_\_\_ certify that the terms and conditions of the said agreement have been fully and properly carried out by the said Licensee(s) and accordingly discharge this guarantee.
- (6) We\_\_\_\_\_ (indicate the name of the Bank) \_\_\_\_\_ further agree with the Government that the Government shall have the fullest liberty without our consent and without affecting in any manner our obligation hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said Licensee (s) from time to time any of the powers exercisable by the Government against the said

Licensee (s) and to forbear or enforce any of the terms and conditions relating to the said agreement and shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Licensee(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

(7) This guarantee will not be discharged due to the change in the constitution of the Bank or the Licensees.

(8) We \_\_\_\_\_ (indicate the name of the Bank) \_\_\_\_\_ undertake not to revoke this guarantee during its currency except with the previous consent of the Government in writing.

(9) We \_\_\_\_\_ (indicate the name of the Bank) \_\_\_\_\_ lastly state that this guarantee will remain in force for a period of \_\_\_\_\_ months from the date of execution or clearance certificate obtained from the government whichever is later.

Date the \_\_\_\_\_ day of \_\_\_\_\_ 20

For \_\_\_\_\_ (indicate the name of the Bank)

**Form N-1 (PS)***Nowkarnam***(See Rule- 33)**

Date: \_\_\_\_\_

- 1) Municipal Corporation/City
- 2) (i) Name of the shop  
(ii) Number of the License & Date.
- 3) (i) Name of the Licensee  
(ii) Address,
- 4) (i) Name of the Agent or the authorised Servant  
(ii) Date of Birth/ Age,  
(iii) Father's name,  
(iv) Identification Marks of the Agent or the authorised servant,
- 5) Signature or thumb impression of the Agent or the authorised servant.
- 6) Signature or thumb impression of the Licensee

*Here affix  
Photograph, of  
the agent or the  
Authorised  
Servant.*

Seal:

Place:

Date:

District Prohibition and Excise Officer

Note:-

1. The agent or the authorised servant shall sign or affix his thumb impression before the District Prohibition and Excise Officer
2. District Prohibition and Excise Officer shall attest the signature or thumb impression and also sign across the Photograph of the agent/ authorised servant under his official seal in token of its correctness,
3. The Nowkarnama shall be issued induplicate and the duplicate retained in the Office of the District Prohibition and Excise Officer

**FORM R-1 (PS)**  
(See Rule- 37)  
**DAILY ACCOUNT REGISTER**

(Separate page should be set apart for each type of liquor with an index in the front page of the Register)

Name of the Licensee  
License No. and Date

Sl.No.	Date, Month And year	Opening Stock		Receipts		Issues	
		No. of Bottle s	Quarts, Pints, Nips, Dips	No. of Bottle s	Quarts, Pints, Nips, Dips	No. of Bottle s	Quarts, Pints, Nips, Dips
1	2	3	4	5	6	7	8

Balance		No.of date of T.P. In respect of receipts Shown incol.5, 6	Signature of the Licensee	Remarks
No. of Bottle s	Quarts, Pints, Nips, Dips			
9	10	11	12	13

**FORM R-2 (PS)**  
(See Rule – 37)  
Daily Brand-wise Account Register.

(Separate page should be set apart for each type of liquor with an index in the front page of the Register)

Name of the Licensee  
License No. and Date

Date	Item	Opening Stock				Receipts				Issues			
		Quar ts	Pi n ts	Ni ps	Di ps	Quar ts	Pin ts	Ni ps	Di ps	Quar ts	Pin ts	Ni ps	Dips
1	2	3	4	5	6	7	8	9	10	11	12	13	14

Balance				Signature of the Licensee
Quarts	Pints	Nips	Dips	
15	16	17	18	19

**FORM I-1 (PS)**  
**Inspection Book**  
(See Rule - 40)

- 1) Date of Inspection,
- 2) Time of Inspection,
- 3) Name of the Officer Inspecting with his designation,
- 4) Quantity of liquors as per stock books,
- 5) Quantity found actually in stock,
- 6) Difference if any, and the reasons given by the Licensee
- 7) General conditions of the Licensed premises,
- 8) Other remarks or directions, if any,

Signature of the Officer inspecting

**MUKESH KUMAR MEENA,**  
*Principal Secretary to Government.*

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